

**Approved August 11, 2017**

**Town Meeting Coordinating Committee  
Minutes for January 9, 2017, 4:30 – 6:30 pm  
Bangs Center, Lower Meeting Room**

**Present:** Peggy Roberts, Alan Powell, Barbara Ford, Jacqueline Maidana, Chris Riddle, Patricia Holland

**Absent:** Mary Streeter

**Visiting:** Jim Wald (Select Board liaison), Vince O'Connor

Peggy Roberts called the meeting to order at 4:30 PM.

1. **Public Comment:** None.
2. **Minutes:** We approved the minutes of 1/4/17 as amended.
3. **Forum to Inform Public About Town Meeting:** We reviewed Chris's draft of his Information on Running for Town Meeting and discussed adding the deadline for submitting warrant articles, and Jim said he will find out about the date. Pat will help Barbara and Chris with the program and publicity. We discussed showing two videos about Town Meeting and decided on the shorter "How To Run For Town Meeting." For publicity, Chris will do a press release to the Gazette and to Amherst Media, Jacque will announce it on Valley Free Radio. Alan will post it on the TMCC listserve and the Town website.
4. **Preparing for January 30 Special Town Meeting:** None needed.
5. **Access to Town Meeting Members:** The Subcommittee on Policies and Procedures voted to endorse the idea of providing the public with the email addresses of TM members, with the choice of TM members to opt out. Alan will discuss this with Sean Hannon, IT director at Town Hall.
6. **Evaluations of Town Meeting Events:** Not enough time to discuss.
7. **Select Board Concerns:** Peggy said TMCC's main concern is getting information in time for us to provide the information for our various ways of providing the public with information. We need that information 60 to 75 days before TM starts. Alan noted that even a draft warrant is helpful for us to prepare for public meetings. Jim suggested the committee head could offer information. Peggy and Alan will meet with town officials in two days.
8. **Subcommittee Work:** Chris conveyed the minutes of subcommittee's meeting of Dec. 22, 2016. There were four proposals: Town committees should report both the pros and cons on the issues they deal with. The TM warrant should be closed early enough so all committee reports can be completed. Deadlines for submitting TM petition articles should be publicized. TM members' email addresses should be published. Jacque said the charter commission group will discuss Town Meeting at its next meeting.
9. **Discussion with Moderator and Others:** Peggy and Alan will meet in two days with the Moderator to discuss TM.

10. **Timeline for Future TMCC Events:** No time to discuss.

11. **Scheduling of Next Meeting:** Our next meeting will be Thursday, Jan. 17, 2017, at 4:30 p.m.

12. **Town Website and Listserv:** No time to discuss.

13. **Topics Not Anticipated 48 Hours Before Meeting:** None.

The meeting adjourned at 6:37 PM.

Minutes submitted by Patricia Holland.

**Documents Distributed:**

Agenda

TMCC Minutes for Jan. 2, 2017

Minutes of TMCC Subcommittee, Dec. 26, 2016